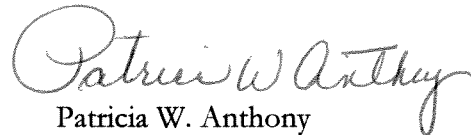


STATE OF NEW YORK )  
TOWN OF GREECE )ss:  
COUNTY OF MONROE

I, the undersigned Clerk of the Town of Greece, Monroe County, New York, DO  
HEREBY CERTIFY that I have compared the foregoing agenda of the meeting of the Town Board  
of said Town, held on the 1<sup>st</sup> day of January 2010, with the original thereof on file in my office, and  
that all items were approved.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said  
Town this 4<sup>th</sup> day of January 2010.



Patricia W. Anthony  
Town Clerk – Town of Greece

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AGENDA  
GREECE TOWN BOARD  
JANUARY 1, 2010

- A. ROLL CALL  
B. PLEDGE OF ALLEGIANCE

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- O'Keefe/Bilsky 1. Designation of the Greece Post, Democrat & Chronicle, Rochester Business Journal, and The Daily Record as the official Newspapers of Record for the publication of legal notices and matters of official business for the Town during the 2010 calendar year.
- Bilsky/Conlon 2. Establishment of the 2010 Town Board meeting schedule as listed below. All meetings will be held in the Eastman Room at Greece Town Hall at 6:00 p.m.:
- |             |              |
|-------------|--------------|
| January 19  | July 20      |
| February 16 | August 17    |
| March 16    | September 21 |
| April 13    | October 19   |
| May 18      | November 16  |
| June 15     | December 21  |
- Conlon/Morris 3. Establishment of the 2010 Agenda Review Workshop meeting schedule as listed below. All meetings to be held at the Greece Town hall at 5:30 p.m.:
- |             |              |
|-------------|--------------|
| January 13  | July 14      |
| February 10 | August 11    |
| March 10    | September 15 |
| April 7     | October 13   |
| May 12      | November 10  |
| June 9      | December 15  |
- Morris/O'Keefe 4. Establishment of Town Board "Rules of Order" for 2010 meetings:  
Order of Business:
- A. ROLL CALL
  - B. PLEDGE OF ALLEGIANCE
  - C. MOMENT OF PRAYER
  - D. PROCLAMATIONS, ADDITIONS OR DELETIONS TO AGENDA.
  - E. PUBLIC FORUM
  - F. PUBLIC HEARINGS

Roll Call Vote – Supervisor, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> Ward Council

Manner of Vote – Voice Vote Ayes, Nays

Time limit for public speakers – 3 minutes

Where applicable, Roberts Rules of Order shall be used as the authority for the determination of procedural questions.

- Bilsky/Conlon 5. Reappointment of Patricia Anthony to the position of Town Clerk, term to expire December 31, 2011:
6. Reappointment of the following Town Officers to two-year terms, to expire December 31, 2011:
- O'Keefe/Bilsky a. Raymond DiRaddo, Town Attorney  
b. Gregory J. Feeney, Commissioner of Public Works
- Bilsky/Conlon 7. Authorization for the Supervisor to sign and Town Clerk to countersign all checks and disbursements issued on behalf of the Town of Greece.
- Conlon/Morris 8. Authorization to establish the following petty cash funds:
- |                       |  |
|-----------------------|--|
| Finance               | \$200.00                               |
| Receiver of Taxes     | \$500.00-register drawer starting cash |
| Town Clerk            | \$200.00-register drawer starting cash |
| Police Pct. 1         | \$200.00                               |
| Police Pct. 2         | \$50.00                                |
| Police Investigations | \$500.00                               |
| Human Services/CSC    | \$100.00                               |
| Court Clerk           | \$200.00-register drawer starting cash |
- Morris/O'Keefe 9. Authorization to designate all New York State Commercial Banks as legal depositories of Town Funds, as required by NYS Comptroller regulations; and further authorize the Supervisor to enter into corresponding Collateral Agreements with said legal depositories thereby guaranteeing the safety of Town deposits.
- O'Keefe/Bilsky 10. Authorization to accept the following signatures relative to Town of Greece bank accounts, investments, debit/credit transfers, wire transfers and ACH transactions:
- John T. Auberger, Supervisor
  - Rick J. Pellegrino, Director of Finance
  - Kathryn Firkins, Director of Constituent Services-debit/credit transfers, Wire transfer & Ach transaction confirmation
  - Barbara Chirido, Assistant Director of Finance- debit/credit transfers, Wire transfer & Ach transaction confirmation, investment confirmation, IRS and NYS Tax and Retirement Ach transactions
  - Cheryl Infantino, Principal Account Clerk-debit/credit transfers between Town accounts, IRS and NYS Tax and Retirement Ach transactions.
- Bilsky/Conlon 11. Authorization for the Receiver of Taxes to deposit all monies received into interest bearing accounts at designated New York State Commercial Banks.
12. Authorization for the Town Clerk to receive moneys on behalf of the Town of Greece via the internet

- Conlon/Morris the Town of Greece via the internet.
- Morris/O'Keefe 13. Authorization to designate Orrick, Harrington and Sutcliffe, LLP, as Town of Greece Bond Counsel.
- O'Keefe/Bilsky 14. Authorization to designate Bernard P. Donegan, Inc. as Town of Greece municipal bond fiscal advisor.
- Bilsky/Conlon 15. Authorization to enter into an engagement with Bonadio and Company, LLP for audit and financial review services related to 2009 records.
- Conlon/Morris 16. Establishment of the following annual salaries for 2010, with future adjustments as governed by applicable laws, policies, and past practices:
- a. Members of the Planning, Zoning, and Environmental Boards, effective with the first paycheck issued to cover the first meeting in 2010 - \$2,311.90.
  - b. Chairmen of Planning, Zoning, and Environmental Boards, effective with the first paycheck issued to cover the first meeting in 2010 - \$4,214.54.
  - c. Town Supervisor - \$114,567.77
  - d. Town Board Members - \$12, 500
  - e. Town Justices - \$43,033.27
  - f. Receiver of Taxes - \$84,414.12
  - g. Town Attorney - \$60,181.38
  - h. Assistant Town Attorney - \$30,309.91
  - i. Deputy Town Attorney - \$25,890.68
- Morris/O'Keefe 17. Authorization for the Town Supervisor to enter into legal services contracts with outside counsel for the purposes of representing the Town, its Boards or its employees in matters that may occur from time to time.
- O'Keefe/Bilsky 18. Authorization for the Supervisor to approve travel expenditures related to expenses incurred by employees that are directly related to the business of the Town.
- Bilsky/Conlon 19. Pursuant to Section 118 (2) of Town Law, authorization for the Supervisor to approve advance payment of the following expenditures prior to claim audit: utility bills, including fuel, water, gas, electric, telephone and internet service; debt services; leases in excess of one year; postage and freight charges.
- Conlon/Morris 20. Adoption of the following Town of Greece policies:
- Investment Policy,
  - Purchasing Policy
  - Fixed Asset & Inventory Policy and Procedures, as required by the New York State Comptroller's Office.
  - Town of Greece's Conference Request Procedures

- Cash Receipt & Cash Management Procedures.
- Public Access to Records Policy
- Privacy Policy
- Civility Policy
- Vehicle Use Policy
- Whistleblower Policy
- Employment of Relatives Policy

21. Authorization to approve the following agreements:
- Morris/O'Keefe
- Chris Levey to provide software support and maintenance for various programs in the Technical Services Department and the Assessor's Office.
  - Chris Levey to update the Town's CAMA software for assessment renewal.
  - One-year agreement with Loomis Armored US, Inc. to provide courier services, subject to the approval of the Town Attorney.
  - Ann Lapine for stenographic services for the Greece Town Court.
- Further, authorization for the Supervisor to execute all related documents.
- O'Keefe/Bilsky
22. Acceptance of the "Employee Handbook", revised January 2010.
23. Acceptance of the 2010 Managers Handbook-salary schedule, Full Time Confidential Handbook – salary schedule, and Part Time Confidential Handbook - salary schedule; with future adjustments as governed by applicable laws, policy, and past practices.
- Bilsky/Conlon
24. Acceptance of the 2010 salary schedule for the head of the Special Police, with future adjustments as governed by applicable laws, policy and past practices.
- Conlon/Morris
25. Appointment of Andrea Chatterton to the full time position of Clerk to the Town Justice, effective January 2, 2010.
- Morris/O'Keefe
26. Abolish one part time Office Clerk III, effective January 2, 2010.
- O'Keefe/Bilsky
27. Abolish one part time Laborer position and create one full time Laborer position, effective January 11, 2010; furthermore, appoint Richard Pyykkonen to the position of full time Laborer effective January 11, 2010.
- Bilsky/Conlon
28. Abolish two full time Residential Plan Review Inspectors and create two full time Assistant Building and Plumbing Inspector Trainees, effective January 9, 2010; furthermore appoint Joseph Fornataro and Matthew Chapman to the position of full time Assistant Building and Plumbing Inspector Trainee, effective January 9, 2010.
- Conlon/Morris
29. Abolish one part time Recreation Assistant and create one full

- Morris/O'Keefe      time Recreation Assistant, effective January 9, 2010; furthermore, appoint Gina Edwards to the position of full time Recreation Assistant, effective January 9, 2010.
- O'Keefe/Bilsky      30.      Reappointment of John Auberger and Patricia W. Anthony, to the position of Marriage officers. Terms to coincide with dates of appointment.
- Conlon/Morris      31.      Authorization to reappoint Jeffrey McCann and Gay Perotto to the Board of Directors of Munipro. Term to expire December 31, 2012.
- Morris/O'Keefe      32.      Designation of the Director of Constituent Services to accept service of process in the event the Town Clerk is unavailable.
- O'Keefe/Bilsky      33.      Authorization for Barbara Chirido to execute contracts on behalf of the Town of Greece, upon approval by the Town Board, in an amount not to exceed \$2,500.00.
- Conlon/Morris      34.      Designation of the Supervisor or his designee as Town of Greece delegate to the Association of Towns meeting, in February 2010.